



WASHINGTON STATE EMPLOYMENT OPPORTUNITY

DEPARTMENT OF REVENUE

1025 Union Avenue SE ~ PO Box 47463 - Olympia, WA 98504-7463
Phone (360) 570-6181 ~ TDD/TTY (360) 664-0580 ~ FAX (360) 664-0658

Recruitment
Announcement #: 41074-OC

Opens: October 10, 2001
Closes: Open Continuous

PROPERTY TAX AUDITOR/APPRaiser 5 (61210)

SALARY: \$3549 - \$4540 per month (Range 56)

LOCATION: The register established by this recruitment will be used to fill vacancies as they occur Statewide.

WHO MAY APPLY: This recruitment is open to anyone who meets the requirements.
Note: Those who applied under recruitment announcement # L99007-OC need not reapply.

The Department of Revenue is an equal opportunity employer. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam era veterans are encouraged to apply. Persons of disability needing assistance in the application/testing process, or those needing this job announcement in an alternative format, may call Sandy Davis at (360) 570-6175, TTY (360) 664-0580.

SEND TO: Interested applicants should submit their applications to Office of Human Resources at PO Box 47463, Olympia WA 98504-7463. NOTE: All applications must be received in Office of Human Resources by the closing date of the bulletin.

SPECIAL NOTES: CANDIDATES CURRENTLY ON THE REGISTER DO NOT NEED TO REAPPLY.
The application form must be filled out completely. No additional information will be accepted after the closing date of the bulletin. Résumés or attachments will not be accepted in lieu of the employment history under Part #4. Your application may not be resubmitted with additional information. NOTE: Prior to any new appointment into the Department of Revenue, a background check will be conducted.

PRIMARY DUTIES: Performs both property appraisals and audits of major utilities or large and diversified manufacturing and industrial properties; plans and conducts statewide watercraft and motor vehicle valuation program; or determines tax status or major non-profit organizations.

MINIMUM QUALIFICATIONS: A Bachelor's degree involving major study in business or public administration, real estate, economics, accounting or closely allied field and two years of experience in auditing and/or appraising commercial and light industrial real or personal property; OR One year of experience as a Property Tax Appraiser 4, Property Tax Auditor 4 or equivalent. Additional experience in auditing and/or appraising commercial and light industrial real or personal property will substitute for the educational requirements on the basis of one year of experience for two years of education.

NOTE:

- Successful completion of assigned in-service training courses will be required by the appointing authority as a condition of continued employment.
- Incumbents may be responsible for providing their own transportation to work sites, as assigned. A valid Washington Driver's License is required within 60 days of appointment.

PLEASE SEE OTHER SIDE FOR ADDITIONAL INFORMATION

Property Tax Auditor/Appraiser 5
41074 – OC

EXAMINATION
PROCEDURE:

The examination will consist of an evaluation of the applicant's experience and will be based solely on the material provided in the application. In addition to completing your application for minimum qualifications, please specify any experience you may have in conducting property and business appraisals and/or audits of:

1. Commercial properties
2. Manufacturing or industrial properties
3. Utilities properties
4. Non-profit organizations

We will mail you your score, but we cannot tell you your ranking on the list of job applicants.

PROPERTY TAX AUDITOR APPRAISER 5 (61210) Updated: 10/2001